



DEPARTMENT OF PUBLIC HEALTH

Emergency Medical Services Agency

Emergency Medical Care Committee July 1, 2015

Public Health Department Auditorium
260 East 15th Street, Merced
12:00 PM

Kathleen Grassi, RD, MPH
Director of Public Health
LEMSA Director, Ex-Officio

Ajinder Singh, MD CPE
EMS Medical Director, Ex-Officio

James Clark, MICP
EMS Administrator, MHOAC

<u>Meeting Attachments</u>	<u>Agenda</u>	<u>Responsible Party</u>	<u>MEMBERS</u>
	1. Call to Order – Pledge of Allegiance	J. O'Banion	Jerry O'Banion, Chairman Board of Supervisors
	2. Introductions	J. O'Banion	Timothy Livermore, MD County Health Officer
	3. Public Forum <i>(Public opportunity to speak on any matter of public interest within the committee's jurisdiction)</i>	J. O'Banion	Mark Lawson Merced County Fire Department Jeremy Rahn Office of Emergency Services
	4. Quorum Status Check (10 Members Required)	J. O'Banion	Mike Harris District 1 Representative
	5. Approval of the Agenda (Action)	J. O'Banion	Ken Mitten, Vice Chairman District 2 Representative
A – April 1, 2015 EMCC Meeting Minutes	6. Approval of the April 1, 2015 EMCC Meeting Minutes (Action)	J. O'Banion	Vacant District 3 Representative
B – M4C Compliance	7. EMS Agency Reports (Action)		Vacant District 4 Representative
C – Ambulance Inspection Report	a) M4C Response Time Compliance Report	R. Duran	Dewayne Jones District 5 Representative
	b) Ambulance Inspection Report	R. Duran	
	c) EMS Medical Director Report	A. Singh	Dr. Raffi Djevalikian E.R. Physician
D - EMCC Bylaws Update • D1 - Original • D2 - Legislative • D3 - Proposed	8. EMCC Bylaws Update (Action)	J. Clark	Vacant E.R. Physician
E – EMS Assessment Subcommittee	9. Subcommittee Reports:		Kraig Riggs Ambulance Company Representative
	a) EMS Policy & Procedure (Verbal Report)	A. Dobrowolski	
	b) EMS Assessment Subcommittee (Verbal Report)	J. Clark & R. Smith	Michael Pitassi Ambulance Company Representative
F – EMCC Membership Update	10. Informational Items:		Bryan Donnelly EMS Educator
	a) EMCC Membership Update (Info)	J. Clark	
	11. Round Table (Discussion)	All	Sam Samra Law Enforcement Representative
	12. Adjournment (Action)	J. O'Banion	Jeff Butticci C.H.P. Representative Jeff Pate, R.N. Hospital Representative Tim Marrison Fire Service Representative Rob Smith, EMT-P Field Personnel Representative

All meeting materials including the Meeting Attachments #A – F may be obtained by contacting:

James Clark, EMS Administrator
Merced County EMS Agency
260 E. 15th Street, Merced, CA 95341, PH: (209) 381-1250
Or Download: <http://www.co.merced.ca.us/index.aspx?NID=584>

The Next Emergency Medical Care Committee Meeting is October 7, 2015



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Attachment #A

Emergency Medical Care Committee MEETING MINUTES April 1, 2015

Committee Members Present:

Tim Marrison, Mike Harris, Jeremy Rahn, Mike Harris, Mark Lawson, Bryan Donnelly, Ken Mitten, Mickey Brunelli, Rob Smith, Kraig Riggs, Dr. Timothy Livermore, and Jeffrey Buttici.

Committee Members Absent:

Michael Pitassi, Dewayne Jones, Dr. Raffi Djevalikian, Carrie Grissom, Jerry O'Banion, Jeff Pate, Sam Samra.

Guests Present:

Steve Melander, Will Martin, Shawn Henry, Billy Alcorn, Theresa Azevedo, Alan Dobrowolski.

EMS Agency Staff Present:

Kathleen Grassi, Dr. Ajinder Singh, James Clark, Ron Duran, Frank Romero.

Call to Order (Action):

Vice Chairman Ken Mitten called the meeting to order at 12:24PM. All rose for the reciting of the Pledge of Allegiance following which, introductions were made and all were welcomed.

Public Forum (Action):

No comments from the public were made and the forum was closed.

Quorum Status Check (Action):

A quorum of EMCC voting members is present as of 12:30PM

Approval/Additions/Deletions of the April 1, 2015 Agenda (Action):

The Motion was made by Rob Smith to accept the Agenda and was seconded by Dr. Ajinder Singh. The EMCC approved the Agenda by unanimous vote.

Approval of the Minutes of the July 2, 2014 Meeting Minutes (Action):

A Motion was made by Jeremy Rahn to accept the Minutes and was seconded by Mike Harris. The meeting minutes were approved by unanimous vote

Approval of the Minutes of the October 1, 2014 EMCC Meeting Minutes (Action):

A Motion was made by Mickey Brunelli to accept the Minutes and was seconded by Dr. Ajinder Singh. The meeting minutes were approved by unanimous vote

Approval of the Minutes of the January 7, 2015 Meeting Minutes (Action):

A Motion was made by Rob Smith to accept the Minutes and was seconded by Dr. Ajinder Singh. The meeting minutes were approved by unanimous vote.

EMS Agency Reports:

- M4C Response Time Compliance Report:
Ron Duran reviewed with the Emergency Medical Care Committee the M4C Ambulance Response Time Compliance Report for the months of September, October, November and December 2014. Ron reported that Riggs remained above the 90% in all areas of operation. A Motion was made by Jeremy Rahn to approve the M4C Report and was seconded by Mickey Brunelli. The Report was approved by unanimous vote.
- Ambulance Inspection Report:
Ron Duran reported that there were no Ambulance Inspections performed during the last Quarter as well as January, February and March 2015. A Motion was made by Jeremy Rahn to approve the Report and was seconded by Mickey Brunelli. The Report was approved by unanimous vote.
- EMS Medical Director Report:
Dr. Ajinder Singh gave a brief report to the Emergency Medical Care Committee members in regards to the current EMS policy and procedure review process. Dr. Singh also discussed some of the needs of EMS providers working in the field; he answered members' questions and provided information about available local stroke centers. Dr Singh finished his report mentioning that he has not heard discussion about Ebola. He reiterated that Ebola is still a concern and to follow the proper protocol if infection is suspected.

Information Items:

- Emergency Medical Care Committee Bylaws Update:
Jim Clark reported on the status of the Bylaws review and update. Jim explained some of the additions and deletions that have been made and the reasons for the suggested changes. Jim, along with other members of the committee, discussed the need for policy changes in regards to attaining a Quorum for voting purposes. Committee members offered other suggestions such as the ability to attend meetings by video or teleconferencing.
- Emergency Medical Care Committee Membership Update:
Jim Clark announced to the committee that Michael Pitassi has been appointed as the new Ambulance Company Representative. Jim also mentioned that we continue to have vacancies in the Board of Supervisors districts 3 and 4 as well as a vacant ER Physician position from Los Banos Memorial Hospital.
- EMS System Assessment Subcommittee:
Kathleen Grassi discussed with the committee the need for a Subcommittee for EMS System Assessment. Bryan Donnelly and Rob Smith volunteered to join; the committee accepted their offer.



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- *First Responder Fees:*
Steve Melander covered the First Responder Fee reimbursement process with the committee and shared an idea that Mickey Brunelli had to cross reference data between first responders for reimbursement purposes. The Committee agreed that cross referencing data on a weekly or bi weekly basis would be helpful.
- *EMS Policy & Procedure Subcommittee Report:*
Alan Dobrowolski reported to the committee on the EMS policy & procedure review process. Alan stated the subcommittee has been actively reviewing and drafting the policies and they should be ready for stakeholder review within the next few months.
- *EMS Policy #130.00-Policy Development:*
Jim Clark presented EMS policy #130.00 to the committee explaining that this is the policy used to guide the development of new policies.
- *EMS Policy #131.00-Policy Revision:*
- Jim Clark presented EMS policy #131.00 to the committee explaining that this is the policy used to guide the revision of existing policies. Jim stated that he will upload the draft versions of the completed policies onto the EMS website for review by committee members and stakeholders. Once uploaded to the EMS web site, the members are encouraged to review them and submit any suggestions they believe should be included in the policy revision.

Round Table (Info)

- Ken Mitten opened the committee round table discussion.
- Jeremy Rahn spoke on the current state-imposed water reduction mandates and the efforts of the county drought taskforce. Jeremy informed the committee of taskforce meetings that are taking place that will address current drought issues. Jeremy invited anyone interested to attend the next drought taskforce meeting which will take place April 23rd at the Emergency Operations Center. Jeremy discussed other subjects including the new radio frequencies being utilized to allow all first responders to communicate collectively while working at an incident scene.
- Bryan Donnelly spoke about an EMT class that Merced College is conducting this semester. Brian's desire is to continue utilizing new teaching locations and instructors as they come available.
- Theresa Azevedo informed the committee of the return of Carrie Grissom on April 20th to resume her position with Mercy Medical Center.
- Dr. Ajinder Singh spoke to the committee in regards to GPS location use in the field. Members informed Dr. Singh on the use of such capabilities in the field and the extent of use for GPS tracking if a telephone call is dropped during an emergency call. Dr. Singh also discussed with the committee the need for immunization within our community.

- Dr. Timothy Livermore added that the “Personal Belief Exemption” is in process of proposed legislative removal for California residents. Dr. Livermore informed the committee of a number to call for suspected Measles cases. 209-381-1020 is a dedicated line that is available during the day and has a detailed recording available after hours.
- Kathleen Grassi added that the vaccine rates in Merced County are quite high.
- Dr. Singh stated that he is pleased with our efforts.
- Dr. Timothy Livermore added that the majority of those using the “Personal Belief Exemptions” are now reconsidering immunization because schools are excluding students that have not been immunized.
- Ron Duran informed the committee of a “Multi-Casualty Incident” training exercise being conducted on May 5, 2015 to be followed about mid-month with a table top exercise and ending on May30, 2015 with a full functional exercise.

Ken Mitten adjourned the meeting at 1:57PM.

The next EMCC meeting will be held July 1, 2015



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ATTACHMENT #B

July 1, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: M4C Ambulance Contract Compliance Report

"FirstWatch" is the program that EMS uses to determine ambulance response compliance and to calculate any fines or penalties for non-compliance. The program was completely rebuilt between May and October 2014 to accommodate the new ground ambulance contract that began January 1, 2015.

In April and June 2015, incorrect features of the FirstWatch system were discovered:

- Grid Map errors that assigned response time standards incorrectly. Approximately 400 calls were found to have been assigned incorrect response time standards.
- 200% System Overload is measuring individual "responses" rather than "incidents." FirstWatch is to build a new 200% System Overload report.

It is estimated that it may take 4 – 6 weeks to re-evaluate the approximately 400 calls that were assigned incorrect response time standards and for FirstWatch to build the 200% System Overload report. Until FirstWatch is completely online and monitoring compliance correctly, M4C meetings have been suspended. In the meantime, other performance measures are taking place with both Riggs and Air Methods well above the 90% as measured monthly threshold.



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ATTACHMENT #C

July 1, 2015

To: Emergency Medical Care Committee

From: Ron Duran, EMS Specialist

Subject: Ambulance Inspection Report for April, May and June 2015

During the months of April, May and June 2015, the following Ambulance Inspections occurred:

Table with 8 columns: Company, Unit No., Date of Inspection, Discrepancies, Disposition, Inspector, Company Rep, Level of Care. It contains 4 rows of inspection data for RAS units 174, 175, 158, and 168.



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ATTACHMENT #D

July 1, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: Emergency Medical Care Committee (EMCC) Bylaws Update

At the April 1, 2015 Emergency Medical Care Committee meeting, it was suggested to look into the feasibility of allowing meeting attendance by Video Teleconference or by Telephone. Tom Ebersole, Assistant County Counsel, was consulted on this matter. Tom advised that EMCC meeting attendance by Video Teleconference or by Telephone is allowable but is governed by the Ralph M. Brown Act.

In order to accommodate Video Teleconferencing or Telephone attendance, the Ralph M. Brown Act mandates that the publically posted EMCC Agenda reflect that one or more of the Committee members will be attending via video Teleconference or Telephone. The Agenda shall also list who and the location of the person(s) while attending the Committee Meeting.

A Teleconferencing provision has been added to the bylaws on page 3, Part IV, Conduct of Meetings as follows:

"Emergency Medical Care Committee Members shall be permitted to attend meetings via Video Teleconference or by Telephone provided that such attendance is in full compliance with the provisions of California Government Code §54950 et. seq (Ralph M. Brown Act).

Video Teleconference or attendance by Telephone at Emergency Medical Care Committee meetings shall count toward the establishment of a quorum."

Attachment #D1

BY-LAWS OF THE MERCED COUNTY EMERGENCY MEDICAL CARE COMMITTEE

PREAMBLE

The purpose of these by-laws is to set forth the structure and operations of the Merced County Emergency Medical Care Committee; and to delineate the policies and functions of the Board of Supervisors of the County of Merced in relation to the Emergency Medical Care Committee.

PART I

THE EMERGENCY MEDICAL CARE COMMITTEE

The Board of Supervisors of the County of Merced has established and maintains the Emergency Medical Care Committee under the authority of Section 1797.270 and 1797.272 of the Health and Safety Code.

The Emergency Medical Care Committee shall be composed of twenty one (21) voting members, three (3) of whom shall be designated by position: (1) The County Fire Chief or his/her designee; (2) the local Director of the Office of Emergency Services; (3) the County Health Officer. The Board of Supervisors shall appoint a member from the County Board of Supervisors and each Supervisor shall appoint one public representative. The remaining twelve (12) positions shall be filled according to the following distribution: (2) Emergency Room Physicians, each of whom shall represent a separate and distinct facility; (2) Ambulance Company Representatives, each of whom shall represent a separate and distinct ambulance service; (1) Emergency Medical Services Educator; (1) Law Enforcement Representative; (1) Hospital Representative; (1) Nurse; (2) Emergency Medical Technicians I or P; (1) fire service representative from an incorporated city within the County and (1) California Highway Patrol representative. The Medical Director of the EMS Agency shall serve as an ex-officio member of the Committee.

The term of office for the members of the committee will be four years, except for the designated members whose terms coincide with the terms of their respective office.

All appointments of members, delegations of authority, and establishments of policy made by the Emergency Medical Care Committee may be rescinded or terminated by the Board of Supervisors of Merced County.

PART II

OFFICERS

The Chair of the Committee shall be the Board appointed member of the Merced County Board of Supervisors.

The Committee, being appointed by the Board of Supervisors of Merced County, shall elect a Vice-Chair to serve on the behalf of the Chair, in his/her absence. The term of office for the Vice-Chair shall be four years, or shall end concomitantly with the expiration of the Vice-Chairs membership on the Committee, whichever occurs first. In as much as the purpose of this Committee is to provide advice and/or recommendations to the Merced County Board of Supervisors on issues pertaining to the delivery of Emergency Medical Services to the citizens of this County, and attendance at regularly scheduled meetings is therefore imperative, any member that fails to attend three or more meetings in any calendar year may, at the discretion of the Committee, have his/her membership terminated.

The Health Department is charged with the administrative management of the Emergency Medical Services System of the County of Merced. The Director of the Health Department of the County of Merced shall serve as Executive Officer of the Emergency Medical Care Committee and shall be an ex-officio member of the Committee.

The Executive Officer shall keep minutes of all meetings and shall cause a copy to be distributed to each member and to any individual who shall make a written request.

The Health Department is charged with the management of the County Indigent Health Care Program, of which one of its responsibilities is to administer the State of California

Extended Access Program (SCEAP), Emergency Medical Services Appropriation (EMSA) and MADDY program funds to reimburse qualified emergency providers for specified, uncompensated emergency services. The Committee is designated as the Advisory Committee to the Administering Officer of those funds, as those terms and responsibilities are described in the California Health and Safety Code, §1797.98e.(a).

PART III

MEETINGS

The Committee shall hold a minimum of four (4) meetings per year, at a time and place specified by the Chairman. A quorum shall be required for formal action on items before the Committee. A quorum shall be achieved when a simple majority of the Committee membership is present. The Emergency Medical Care Committee shall also submit an Annual Report of its observations and recommendations to the Merced County Board of Supervisors for its comments and/or necessary action by the close of the fiscal year.

PART IV

SUB-COMMITTEES

The Emergency Medical Care Committee shall convene, at its discretion, such Sub-committees and/or Task Forces as deemed necessary to conduct the business of the Committee.

The Emergency Medical Care Committee shall have four standing sub-committees; EMS Assessment Sub-committee; Ambulance Review Board; the Policy and Procedure Sub-committee and the EMS for Children Sub-committee. Each Sub-committee shall have a Chairperson in addition to the stated Sub-committee membership, who shall be a voting member of the Emergency Medical Care Committee and appointed by the Chair of the Emergency Medical Care Committee. The term of office of each Sub-committee Chair shall be for four years, or shall end concomitantly with the expiration of the Chair's membership on the

Committee, whichever occurs first. The purpose and membership of said sub-committee shall be as follows:

EMS Assessment Sub-Committee

The EMS Assessment Sub-committee shall be made-up of five (5) voting members of the Emergency Medical Care Committee, appointed annually by the Chair of the Emergency Medical Care Committee for the purpose of formally assessing the Merced County Emergency Medical Services System, and preparing an annual report of same for submission to the State EMS Authority through, and as approved by, the Merced County Board of Supervisors.

Policy and Procedure Sub-committee

The Policy and Procedure Sub-committee shall be established with the following membership:

One (1) representative from each of the Approved ALS Ambulance Providers within
Merced County,

One (1) representative from each of the acute care hospitals within
Merced County,

One (1) representative from each of the primary First Response agencies within Merced
County, and

The Base Hospital Nurse Liaison.

The purpose of the Policy and Procedure Sub-committee shall be to assist and advise the EMS Agency in the development, revision and implementation of EMS policies, procedures and guidelines. The above referenced sub-committee members shall be appointed by their respective agency/facility administration. Each agency/facility may name an alternate to their designee, should the designated representative be unable to attend meetings of the sub-committee.

Ambulance Review Board

The Chair of the Emergency Medical Care Committee shall appoint five (5) voting members of the Emergency Medical Care Committee to this sub-committee, three of whom shall be regular members as appointed by the Chair, and two of whom shall be alternates. It shall be the purpose of this sub-committee to review and take action on appeals from the revocation, suspension or modification of an ambulance permit, as specified in County Code, Sections 9.44.190 and 9.44.200.

EMS for Children Sub-committee

The membership of the EMS for Children Sub-committee shall be as follows:

A chairperson who shall be appointed by the Chair of the EMCC and shall be a standing member of the EMCC,

Two (2) physicians from within the community who shall be pediatricians or emergency physicians with a special interest in children's issues,

One (1) representative from each of the Approved ALS Ambulance Providers within Merced County,

One (1) representative from each of the acute care hospitals within Merced County and a representative from Children's Hospital of Central California,

One (1) representative from each of the primary First Response agencies within Merced County.

Two (2) members who shall be appointed by the Chair of the EMCC representing community-based children's advocacy organizations.

The purpose of the EMS for Children Sub-committee shall be to provide specific advocacy for children's emergency issues and to promote and ensure the continuous improvement of the management of children's emergencies in Merced County, and to regularly report on same to the EMCC. The above referenced sub-committee members shall be appointed by their

respective agency/facility administration. Each agency/facility may name an alternate to their designee, should the designated representative be unable to attend meetings of the sub-committee.

Part V

Appeals

The Chair shall convene an ad hoc Appeals Board upon the receipt by the EMS Agency of a request for appeal from an ambulance service (except those appeals specifically addressed by the Ambulance Review Board) regarding actions or proposed actions of the EMS Agency against said ambulance service including, but not necessarily limited to, fine assessments, contract performance compliance determinations, appeals as permitted by contracts with Merced County and/or other actions taken pursuant to EMS Policy No. 620.00, "Contract Compliance Oversight."

Should an ambulance service wish to appeal an action of the EMS Agency, they shall submit, via U.S. Mail or hand-delivery, written notification of a request to appeal within 30 days of notification of the action or intended action, unless an alternate process is established by contract or policy of Merced County.

Upon receipt of a written request for timely appeal, the EMS Agency shall prepare a list of five (5) names selected from the current EMCC membership, and ensure that no known conflict of interest exists between the members and the issue under appeal. Three members shall constitute the Appeals Board, with the remaining two members functioning as alternates. This list shall be forwarded to the Chair for approval.

Upon approved by the Chair, the EMS Agency shall forward the names of the Appeal Board to the ambulance service along with a date and time for the hearing. The ambulance service may, after reviewing the Board names, disqualify one (1) Board member for cause. In such event, an alternate shall be selected by the EMS Agency to replace the disqualified member.

Within fifteen (15) working days of approval by the Chair, the Appeals Board shall convene to hear and consider evidence and argument relevant to the matters alleged by the EMS Agency and under appeal by the ambulance service. In receiving such evidence, the Appeals Board shall not be bound by the statutory laws of evidence but shall, to the degree possible, ensure that the evidence it hears is accurate, credible, and truthful. The Appeals Board shall render its decision within three (3) working days following the hearing and shall submit notification of same to the EMS Agency and ambulance service.

The decision of the Appeals Board shall be final. Actions of the Appeals Board shall be reported at the next regularly scheduled meeting of the EMCC.

Part VI

MODIFICATION OF BY-LAWS

By-laws of the Merced County Emergency Medical Care Committee may be changed or amended at any regular monthly or special meeting, subject to two (2) weeks notice of the proposed change or amendment to the members of the Committee. The by-laws may be changed or amended upon a majority vote of the members present and do not take effect until ratified by the Merced County Board of Supervisors.

The foregoing by-laws were adopted by the Merced County Emergency Medical Care Committee on January 6, 1982 by a majority vote and amended on March 26, 1991, February 5, 1992, May 5, 1993, May 4, 1994 and May 9, 1997, and September 10, 2002 and March 30, 2004.

John Volanti, M.P.H.
Director of Public Health
EMS Agency Director
EMERGENCY MEDICAL CARE COMMITTEE
EXECUTIVE OFFICER

Attachment #D2

BYLAWS OF THE MERCED COUNTY
EMERGENCY MEDICAL CARE COMMITTEE

PREAMBLE

~~The purpose of these bylaws is to~~ set forth the structure and operations purpose of the Merced County Emergency Medical Care Committee and ~~to~~ delineate the policies and functions of the Merced County Board of Supervisors and the Merced County Emergency Medical Services Agency in relation to the Emergency Medical Care Committee.

PART I

PURPOSE OF THE EMERGENCY MEDICAL CARE COMMITTEE

The Merced County Board of Supervisors has established and maintains the Emergency Medical Care Committee under the authority of Sections 1797.220, 1797.272, 1797.274 and 1797.276 of the California Health and Safety Code.

The Emergency Medical Care Committee shall serve as an advisory committee to the Board of Supervisors and the Merced County Emergency Medical Services Agency on emergency medical services related matters.

The Emergency Medical Care Committee shall, at least annually, review the operations of the emergency ambulance services system operating within the county and report to the Merced County Emergency Medical Services Agency its observations and recommendations relative to its review pursuant to Health and Safety Code Sections 1797.274 and 1797.276.

The Emergency Medical Care Committee shall engage in other advisory duties outlined herein.

PART II

EMERGENCY MEDICAL CARE COMMITTEE MEMBERSHIP

The Emergency Medical Care Committee shall be composed of twenty-one (21) voting members, three (3) of whom shall be designated by position and shall serve at the pleasure of the Board as follows:

- The County Fire Chief or his/her designee;
- The local Director of the Office of Emergency Services or his/her designee, and;
- The County Health Officer.

The Merced County Board of Supervisors shall appoint one (1) member from the County Board of Supervisors and each Supervisor shall appoint one (1) public representative. The remaining twelve (12) positions shall be filled according to the following distribution:

- Two (2) Emergency Room Physicians, each of whom shall represent a separate and distinct facility;

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EMCC Bylaws 2015 Amendment

- Two (2) Ambulance Company Representatives, each of whom shall represent a separate and distinct ambulance service;
- One (1) Emergency Medical Services Educator;
- One (1) Law Enforcement Representative;
- One (1) Hospital Representative;
- One (1) Nurse;
- Two (2) Emergency Medical Technician I or P;
- One (1) Fire Service Representative from an incorporated city within Merced County, and;
- One (1) California Highway Patrol Representative.

The Medical Director and Director of the Merced County Emergency Medical Services Agency shall serve as ex officio members of the Emergency Medical Care Committee.

The term of office for the members of the Emergency Medical Care Committee will be four (4) years, except for the designated members serving at the pleasure of the Board whose terms coincide with the term of their respective office.

All appointments of members, delegations of authority and establishments of policy made by the Emergency Medical Care Committee may be rescinded or terminated by the Merced County Board of Supervisors.

~~The Emergency Medical Care Committee shall submit an annual report of its Merced County Emergency Medical Services System observations and recommendations to the Merced County Board of Supervisors for their comments and/or necessary action by the close of the fiscal year.~~

~~Attendance at regularly scheduled meetings is therefore imperative required; any member that fails to attend three (3) or more meetings in any calendar year may, at the discretion of the Emergency Medical Care Committee, have his/her membership terminated.~~

PART III

OFFICERS

The Chair of the Emergency Medical Care Committee shall be the Board-appointed member of the Merced County Board of Supervisors.

The Emergency Medical Care Committee shall elect a Vice-Chair to serve on behalf of the Chair in his/her absence. The term of office for the Vice-Chair shall be four (4) years or shall end concomitantly with the expiration of the Vice-Chair's membership on the Emergency Medical Care Committee, whichever occurs first.

~~The purpose of the Emergency Medical Care Committee is to provide advice and/or recommendations to the Merced County Board of Supervisors and the Merced County Emergency Medical Services Agency on issues pertaining to the delivery of Emergency Medical~~

~~Services to the citizens and visitors of Merced County. Attendance at regularly scheduled meetings is therefore imperative; any member that fails to attend three (3) or more meetings in any calendar year may, at the discretion of the Emergency Medical Care Committee, have his/her membership terminated.~~

The Merced County Public Health Department is charged with the administrative management of the Emergency Medical Services System of Merced County. The Director of the Merced County Public Health Department or designee shall serve as Executive Officer of the Emergency Medical Care Committee.

The Executive Officer shall keep minutes of all meetings and shall cause a copy to be distributed to each member and to any individual who shall make a written request.

PART ~~III~~IV
CONDUCT OF MEETINGS

- The Emergency Medical Care Committee shall hold a minimum of four (4) meetings per year at a time and place specified by the Chair.
- A quorum shall be required for formal action on items before the Emergency Medical Care Committee.
- A quorum of the Emergency Medical Care Committee shall be achieved when a simple majority of the voting membership's appointed positions is present.
- Emergency Medical Care Committee members shall be permitted to attend meetings by Video Conference.
- Video Conference attendance at Emergency Medical Care Committee meetings shall count toward the establishment of a quorum.
- No member shall be permitted to vote by proxy.
- Staff support for the Emergency Medical Care Committee will be provided by the Merced County Emergency Medical Services Agency.

PART V
SUB-COMMITTEES

The Emergency Medical Care Committee shall convene, at its discretion, Sub-Committees and/or Task Forces as deemed necessary to conduct its business.

The Emergency Medical Care Committee shall have three (3) standing Sub-Committees:

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- Emergency Medical Services Assessment Sub-Committee; ~~and;~~
- Emergency Medical Services Policy and Procedure Sub-Committee; ~~and;~~
- ~~Emergency Medical Services for Children Sub-Committee.~~

Each Sub-Committee shall have a Chairperson appointed by the Chair of the Emergency Medical Care Committee in addition to the stated Sub-Committee membership who shall be a ~~voting~~ member of the Emergency Medical Care Committee. The term of office of each Sub-Committee Chair shall be for four (4) years or shall end concomitantly with the expiration of the Chair's membership on the Emergency Medical Care Committee, whichever occurs first.

A. EMERGENCY MEDICAL SERVICES ASSESSMENT SUB-COMMITTEE

The Emergency Medical Services Assessment Sub-Committee shall be made up of five (5) ~~voting~~ members of the Emergency Medical Care Committee for the purpose of formally assessing the Merced County Emergency Medical Services System. One (1) Chairperson shall be appointed by the Chair of the Emergency Medical Care Committee.

The duties of the Emergency Medical Care Committee as specified in California Health and Safety Code Section 1797.274 is to review the operations of each of the following at least annually:

1. Ambulance services operating within the county.
2. Emergency medical care offered within the county including programs for training large numbers of people in cardiopulmonary resuscitation and lifesaving first aid techniques.
3. First Aid practices in the county.

In accordance with California Health and Safety Code Section 1797.276, the Emergency Medical Care Committee shall, at least annually, report to the California Emergency Medical Services Authority, Merced County Board of Supervisors and the Merced County Emergency Medical Services Agency the Sub-Committee's observations and recommendations relative to its review of the emergency medical services. The Merced County Emergency Medical Services Agency will include the Emergency Medical Care Committee's observations and recommendations as part of the local Emergency Medical Services Plan annual update. ~~ambulance services, emergency medical care and first aid practices, programs for training people in cardiopulmonary resuscitation and lifesaving first aid techniques and public participation in such programs in Merced County.~~

~~The Emergency Medical Care Committee shall submit the Sub-Committee's annual report on its observations and recommendations to the Merced County Board of Supervisors which it serves and shall act in an advisory capacity to the Merced County Board of Supervisors and to the Merced County Emergency Medical Services Agency on all matters relating to emergency medical services as directed by the Board of Supervisors.~~

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B. EMERGENCY MEDICAL SERVICES POLICY AND PROCEDURE SUB-COMMITTEE

The purpose of the Emergency Medical Services Policy and Procedure Sub-Committee shall be to assist and advise the Emergency Medical Services Agency in the development, revision and implementation of Emergency Medical Services policies, procedures and guidelines. The Sub-Committee members shall be appointed by their respective agency/facility administration. ~~Each agency/facility may name an alternate to their designee should the designated representative be unable to attend Sub-Committee meetings.~~

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The Emergency Medical Services Policy and Procedure Sub-Committee shall be established with the following membership:

- One (1) Chairperson who shall be appointed by the Chair of the Emergency Medical Care Committee;
- One (1) representative from each of the Approved Advanced Life Support Ambulance Providers within Merced County;
- One (1) representative from each of the primary First Response agencies within Merced County;
- One (1) representative from each of the acute care hospitals within Merced County, and;
- The Base Hospital Liaison Nurse.

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EMERGENCY MEDICAL SERVICES FOR CHILDREN SUB-COMMITTEE

~~The purpose of the Emergency Medical Services for Children Sub-Committee shall be to provide specific advocacy for children's emergency issues. The Sub-Committee's mission is to promote and ensure the continuous improvement of the management of children's emergencies in Merced County and to regularly report on same to the Emergency Medical Care Committee.~~

~~The Sub-Committee members shall be appointed by their respective agency/facility administration. Each agency/facility may name an alternate to their designee should the designated representative be unable to attend Sub-Committee meetings.~~

~~The membership of the Emergency Medical Services for Children Sub-Committee shall be as follows:~~

- ~~One (1) Chairperson who shall be appointed by the Chair of the Emergency Medical Care Committee.~~
- ~~Two (2) physicians from within the community who shall be pediatricians or emergency physicians with a special interest in children's issues.~~
- ~~One (1) representative from each of the Approved Advanced Life Support Ambulance Providers within Merced County.~~
- ~~One (1) representative from each of the acute care hospitals within Merced County.~~
- ~~One (1) representative from Children's Hospital of Central California.~~

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- ~~One (1) representative from each of the primary First Response agencies within Merced County, and~~
- ~~Two (2) members who shall be appointed by the Chair of the Emergency Medical Care Committee representing community based children's advocacy organizations.~~

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PART VI
AMENDMENT OF BYLAWS

Bylaws of the Merced County Emergency Medical Care Committee may be changed or amended at any regular or special meeting subject to two (2) weeks' notice of the proposed change or amendment to the members of the Emergency Medical Care Committee. The bylaws may be changed or amended upon a majority vote of the members present and do not take effect until ratified by the Merced County Board of Supervisors.

The fore-going bylaws were adopted by the Merced County Emergency Medical Care Committee on January 6, 1982 by a majority vote and amended on March 26, 1981, February 5, 1992, May 5, 1993, May 4, 1994, May 9, 1997, September 10, 2002, March 30, 2004 and (Mo/Day/Year of this proposed amendment.)

Attachment #D3

BYLAWS OF THE MERCED COUNTY EMERGENCY MEDICAL CARE COMMITTEE

PREAMBLE

These bylaws set forth the structure and purpose of the Merced County Emergency Medical Care Committee and delineate the policies and functions of the Merced County Board of Supervisors and the Merced County Emergency Medical Services Agency in relation to the Emergency Medical Care Committee.

PART I

PURPOSE OF THE EMERGENCY MEDICAL CARE COMMITTEE

The Merced County Board of Supervisors has established and maintains the Emergency Medical Care Committee under the authority of Sections 1797.220, 1797.272, 1797.274 and 1797.276 of the California Health and Safety Code.

The Emergency Medical Care Committee shall serve as an advisory committee to the Board of Supervisors and the Merced County Emergency Medical Services Agency on emergency medical services related matters.

The Emergency Medical Care Committee shall, at least annually, review the operations of the emergency ambulance services system operating within the county and report to the Merced County Emergency Medical Services Agency its observations and recommendations relative to its review pursuant to Health and Safety Code Sections 1797.274 and 1797.276.

The Emergency Medical Care Committee shall engage in other advisory duties outlined herein.

PART II

EMERGENCY MEDICAL CARE COMMITTEE MEMBERSHIP

The Emergency Medical Care Committee shall be composed of twenty-one (21) voting members, three (3) of whom shall be designated by position and shall serve at the pleasure of the Board as follows:

- The County Fire Chief or his/her designee;
- The local Director of the Office of Emergency Services or his/her designee, and;
- The County Health Officer.

The Merced County Board of Supervisors shall appoint one (1) member from the County Board of Supervisors and each Supervisor shall appoint one (1) public representative. The remaining twelve (12) positions shall be filled according to the following distribution:

- Two (2) Emergency Room Physicians, each of whom shall represent a separate and distinct facility;
- Two (2) Ambulance Company Representatives, each of whom shall represent a separate and distinct ambulance service;

- One (1) Emergency Medical Services Educator;
- One (1) Law Enforcement Representative;
- One (1) Hospital Representative;
- One (1) Nurse;
- Two (2) Emergency Medical Technician I or P;
- One (1) Fire Service Representative from an incorporated city within Merced County, and;
- One (1) California Highway Patrol Representative.

The Medical Director and Director of the Merced County Emergency Medical Services Agency shall serve as ex officio members of the Emergency Medical Care Committee.

The term of office for the members of the Emergency Medical Care Committee will be four (4) years, except for the designated members serving at the pleasure of the Board whose terms coincide with the term of their respective office.

All appointments of members, delegations of authority and establishments of policy made by the Emergency Medical Care Committee may be rescinded or terminated by the Merced County Board of Supervisors.

Attendance at regularly scheduled meetings is required; any member that fails to attend three (3) or more meetings in any calendar year may, at the discretion of the Emergency Medical Care Committee, have his/her membership terminated.

PART III
OFFICERS

The Chair of the Emergency Medical Care Committee shall be the Board-appointed member of the Merced County Board of Supervisors.

The Emergency Medical Care Committee shall elect a Vice-Chair to serve on behalf of the Chair in his/her absence. The term of office for the Vice-Chair shall be four (4) years or shall end concomitantly with the expiration of the Vice-Chair's membership on the Emergency Medical Care Committee, whichever occurs first.

The Merced County Public Health Department is charged with the administrative management of the Emergency Medical Services System of Merced County. The Director of the Merced County Public Health Department or designee shall serve as Executive Officer of the Emergency Medical Care Committee.

The Executive Officer shall keep minutes of all meetings and shall cause a copy to be distributed to each member and to any individual who shall make a written request.

PART IV

CONDUCT OF MEETINGS

The Emergency Medical Care Committee shall hold a minimum of four (4) meetings per year at a time and place specified by the Chair.

A quorum shall be required for formal action on items before the Emergency Medical Care Committee.

A quorum of the Emergency Medical Care Committee shall be achieved when a simple majority of the membership's appointed positions is present.

Emergency Medical Care Committee Members shall be permitted to attend meetings via Video Teleconference or by Telephone provided that such attendance is in full compliance with the provisions of California Government Code §54950 et. seq (Ralph M. Brown Act).

Video Teleconference or attendance by Telephone at Emergency Medical Care Committee meetings shall count toward the establishment of a quorum.

No member shall be permitted to vote by proxy.

Staff support for the Emergency Medical Care Committee will be provided by the Merced County Emergency Medical Services Agency.

PART V

SUB-COMMITTEES

The Emergency Medical Care Committee shall convene, at its discretion, Sub-Committees and/or Task Forces as deemed necessary to conduct its business.

The Emergency Medical Care Committee shall have two (2) standing Sub-Committees:

- Emergency Medical Services Assessment Sub-Committee; and
- Emergency Medical Services Policy and Procedure Sub-Committee.

Each Sub-Committee shall have a Chairperson appointed by the Chair of the Emergency Medical Care Committee in addition to the stated Sub-Committee membership who shall be a member of the Emergency Medical Care Committee. The term of office of each Sub-Committee Chair shall be for four (4) years or shall end concomitantly with the expiration of the Chair's membership on the Emergency Medical Care Committee, whichever occurs first.

A. EMERGENCY MEDICAL SERVICES ASSESSMENT SUB-COMMITTEE

The Emergency Medical Services Assessment Sub-Committee shall be made up of five (5) members of the Emergency Medical Care Committee for the purpose of formally assessing the Merced County Emergency Medical Services System. One (1) Chairperson shall be appointed by the Chair of the Emergency Medical Care Committee.

The duties of the Emergency Medical Care Committee as specified in California Health and Safety Code Section 1797.274 is to review the operations of each of the following at least annually:

- Ambulance services operating within the county.
- Emergency medical care offered within the county including programs for training large numbers of people in cardiopulmonary resuscitation and lifesaving first aid techniques.
- First Aid practices in the county.

In accordance with California Health and Safety Code Section 1797.276, the Emergency Medical Care Committee shall, at least annually, report to the California Emergency Medical Services Authority, Merced County Board of Supervisors and the Merced County Emergency Medical Services Agency the Sub-Committee's observations and recommendations relative to its review of the emergency medical services. The Merced County Emergency Medical Services Agency will include the Emergency Medical Care Committee's observations and recommendations as part of the local Emergency Medical Services Plan annual update.

B. EMERGENCY MEDICAL SERVICES POLICY AND PROCEDURE SUB-COMMITTEE

The purpose of the Emergency Medical Services Policy and Procedure Sub-Committee shall be to assist and advise the Emergency Medical Services Agency in the development, revision and implementation of Emergency Medical Services policies, procedures and guidelines. The Sub-Committee members shall be appointed by their respective agency/facility administration. The Emergency Medical Services Policy and Procedure Sub-Committee shall be established with the following membership:

- One (1) Chairperson who shall be appointed by the Chair of the Emergency Medical Care Committee;
- One (1) representative from each of the Approved Advanced Life Support Ambulance Providers within Merced County;
- One (1) representative from each of the primary First Response agencies within Merced County;
- One (1) representative from each of the acute care hospitals within Merced County, and;
- The Base Hospital Liaison Nurse.

PART VI

AMENDMENT OF BYLAWS

Bylaws of the Merced County Emergency Medical Care Committee may be changed or amended at any regular or special meeting subject to two (2) weeks' notice of the proposed change or amendment to the members of the Emergency Medical Care Committee. The bylaws may be changed or amended upon a majority vote of the members present and do not take effect until ratified by the Merced County Board of Supervisors.

The fore-going bylaws were adopted by the Merced County Emergency Medical Care Committee on January 6, 1982 by a majority vote and amended on March 26, 1981, February 5, 1992, May 5, 1993, May 4, 1994, May 9, 1997, September 10, 2002, March 30, 2004 and (Mo/Day/Year of this proposed amendment.)



DEPARTMENT OF PUBLIC HEALTH

Emergency Medical Services Agency

Kathleen Grassi, RD, MPH
*Director of Public Health
LEMSA Director*

Ajinder Singh, MD CPE
EMS Medical Director

James Clark, MICP
EMS Administrator, MHOAC

ATTACHMENT #E

July 1, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: EMS Assessment Subcommittee

At the April 1, 2015 EMCC meeting, the committee discussed the role of the EMS Assessment Subcommittee in developing the annual report to the Board of Supervisors. Three (3) members have expressed their interest in participating on the subcommittee:

- Rob Smith
- Bryan Donnelly
- Mike Harris



DEPARTMENT OF PUBLIC HEALTH

Emergency Medical Services Agency

Kathleen Grassi, RD, MPH
*Director of Public Health
LEMSA Director*


Ajinder Singh, MD CPE
EMS Medical Director

James Clark, MICP
EMS Administrator, MHOAC

ATTACHMENT #E

July 1, 2015

To: Emergency Medical Care Committee

From: James Clark, EMS Administrator 

Subject: Emergency Medical Care Committee Membership Update

Several EMCC memberships were due to expire June 30, 2015. Each of these expiring members agreed to reappointment to the committee for an additional 4-year term. I would like to acknowledge the following members for their continued service to the EMS community:

- Carrie Grissom, R.N., E.R. Nurse
- Mike Harris, District 1 Representative
- Mickey Brunelli, Captain EMT-P, Field Personnel Representative
- Jeff Pate, R.N., Hospital Representative
- Jeff Butticci, CHP Representative
- Tim Marrison, Fire Chief, Fire Service Representative

The following EMCC memberships remain vacant:

- E.R. Physician
- District 3 Representative
- District 4 Representative

Michael Pitassi, Ambulance Company Representative is the newest appointed EMCC member as of March 17, 2015.